

## COMPLAINT TO A LANDLORD

### **Included:**

Introduction

Complaint to a Landlord Tips

Sample Complaint to a Landlord

Complaint to a Landlord Template

## Introduction

A complain letter to one's landlord is written to address a pressing issue in hand. This can be regarding an urgent repair/restoration work service, seepage/leakage problems and so on which has made living difficult for the tenant. The tone of the letter should be polite, yet stern. The problem should be explained in a brief and clear manner so that the owner senses urgency for sorting the problem in hand.

## Complaint to a Landlord Tips

- Start by mentioning about duration and quality of stay in the rented accommodation.
- Mention about your problem, work/service the owner promised to rectify and specify time lapse since the promise.
- Briefly explain how persistence of the problem is troubling you.
- Mention how you expect the owner to help you overcome the problem.
- End by requesting owner to look into the matter urgently and oblige.

## Sample Complaint to a Landlord

From

Mike Mathew

Flat No-45/7

Skylark Apartment

Palm Street

Texas.

To

Ashley Callahan

#68, Ceaser's Cove

Texas

12September2013

Dear Mr. Callahan,

I have been staying in your flat for the past one year. The rent fixed by you included basement parking charges. At the time of occupation, you asked me to park my SUV in the open since registration for a basement-slot was underway.

While I continue parking my vehicle in the open till date, I am paying the rent in full without any deduction in parking-charges. My vehicle is getting spoilt due to wear and tear in the open.

I request you to hasten work at your end, earmark a basement parking slot and make my stay here comfortable. Also, I request you to refund the extra amount I have paid along with the rent for basement parking in this past year and oblige.

I request you to revise the rental charges and deduct basement parking charges in the new rental-lease agreement for the year ahead if the slot is not allotted to you still.

Thanking You,

Mike Mathew

## Complaint to a Landlord Template

From

\_\_\_\_\_ (your name)

\_\_\_\_\_

\_\_\_\_\_ (your address)

To

\_\_\_\_\_ (name of owner)

\_\_\_\_\_ (address)

\_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_ (date of writing letter)

Dear Sir/Madam,

I have been staying on rent in your accommodation for the past ....(mention duration of stay). You had promised that ....(mention the service/ repair work the owner promised to complete) .....(mention date/time lapse since last communication)

Despite this, I am still facing....(explain how the persisting problem is troubling you) .

I request you to step-up efforts at your end.....(mention how you suggest the owner helps you) ...., make my stay here comfortable and oblige.

Thanking You,

\_\_\_\_\_ (your name)

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